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STANDARD FORM NO. 64

Approved For Release 2006/01/12 : CIA-RDP83-00500R000200110008-3

Office Memorandum • UNITED STATES GOVERNMENT

TO : Assistant Director for Operations

DATE: 7 June 1954

FROM : Chief, Foreign Documents Division

SUBJECT: FDD Monthly Progress Report - May 1954

ADMINISTRATION

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1. As of 31 May the total personnel on duty was

2. On 6 May, the following G-2 selected Mobilization Designees, on two weeks' active-duty training in CIA, were briefed on FDD operations:

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3. FDD, has been designated notary public for

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4. On request of Personnel Office a survey was made to ascertain FDD clerical personnel interested in overseas duty; 12 answered affirmatively.

5. A schedule of "PG" interviews for all FDD personnel not previously processed in this manner has been started by the Security Office.

6. A survey of FDD air-conditioning units, made by the Logistics Office, to the end of "stretching" such equipment throughout the Agency, resulted in the loss of three units.

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7. of Personnel Procurement visited FDD to seek leads for recruitment for FDD needs.

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8. Management Improvement Staff, DD/A, and Classification and Wage Division, Personnel Office, visited FDD to survey the requested reorganization plan submitted by FDD.

OPERATIONS

1. The twenty-sixth and twenty-seventh meetings of the Subcommittee on Exploitation of Foreign Language Publications met on 14 and 28 May 1954. The twenty-sixth meeting considered exploitation of satellite scientific and technical publications. At the twenty-seventh

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meeting it was agreed that FDD would on 1 June 1954 initiate a regular index digest of the [redacted]

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2. On 7 May, the FDD Linguist Service moved to new quarters in 1319 M Building. During the month 825 transactions were handled.

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3. During the month two new series of reports were initiated: News Items on Science in Orbit Countries in [redacted] form, and Selected Briefs from the International Press in Summary form. It is now planned to produce the science news items as a Summary.

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4. Commendations:

[redacted]

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From Mr. Matthew Baird, Director of Training, to [redacted] [redacted] Deputy Chief, FDD, reiterating satisfaction with [redacted] presentation at the Agency Orientation Course on 2 February 1954.

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From [redacted] Chief, [redacted] DD/P, for service rendered by [redacted] FDD, while on temporary duty with [redacted]

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From [redacted] Information Division, TSS, for the abstract of [redacted] immigration and alien residence regulations prepared by [redacted] and [redacted] FDD.

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From [redacted] Acting Chief, Industrial Register, OCD, for FDD Summary No. 140, Second Report on Celebes Political, Economic, and Sociological Activities, prepared by [redacted], FDD.

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From Mr. Huntington W. Sheldon, Assistant Director, OCI, an appreciation for FDD Research Aid No. 3, Some Aspects of Sino-Soviet Relations Following Stalin's Death. OCI regards the study as a very valuable document and proposes to use it as the basis for a special article in its Current Intelligence Weekly.

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5. Liaison activities:

[redacted]

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or Soviet scientific publications. A new format for the abstracts was worked out and a division of the workload among the participants was agreed upon. FDD will abstract 16 selected periodicals, AID 8, and ATIC will abstract 30.

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Mr. Andrew G. Soorin, ATIC, visited [redacted] FDD, for a survey of Russian-language literature available in CIA on all branches of electronics and associated fields; found many items in Foreign Branch, CIA Library, subject to subsequent loan request by ATIC.

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6. Special services rendered:

[redacted] FDD, was on a four-week loan to the DD/P Area.

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[redacted] FDD, spent 10 hours reviewing microfilm for Economic Defense Division, ORR.

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7. Significant reports:

[redacted] -- Availability of consumer goods as indicated by advertisements in the Chinese Communist press

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[redacted] -- USSR work on organic dielectrics
[redacted] -- Sixth RSFSR conference on antitularemia measures

FDD Summary No. 141 -- Specifications of certain products of Shanghai steel, tool, machinery, wire, and battery plants



Enclosures: 2

Statistical Report on FDD Operations
Details on Personnel Actions

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